Department: Clerk's
Key Business: Legislative Services
Service Area: Official Documents & Services

Service Provided	Unit of Measure	HST Y/N	2024 Base Fee	2025 Base Fee	2026 Proposed Base Fee	HST $	2026 Fee (tax included)	Effective Date MMM-YY	Last Increase	2026 over 2025 $ Change	2026 over 2025 % Change
Burial Pemit	permit	N	$60.00	$60.00	**$62.00**	**N/A**	**$62.00**	Jan-26	2023	$2.00	3.33%
Burial Permit After Hours	pemit	N	$95.00	$95.00	**$98.00**	**N/A**	**$98.00**	Jan-26	2023	$3.00	3.16%
Marriage Licence	licence	N	$172.00	$172.00	**$178.00**	**N/A**	**$178.00**	Jan-26	2024	$6.00	3.49%
Commissioner of Oaths Services/Residency letters	oath	Y	$35.40	$36.50	**$37.61**	**$4.89**	**$42.50**	Jan-26	2025	$1.11	3.04%
Pension/Verification of Life (on-site, non-resident)	confirmation	Y	$13.27	$13.72	**$14.16**	**$1.84**	**$16.00**	Jan-26	2025	$0.44	3.21%
Offsite Pension/Verification of Life	confirmation	Y	$35.40	$36.50	**$37.61**	**$4.89**	**$42.50**	Jan-26	2025	$1.11	3.04%
Certified True Copies of Town Documents	document	N	$15.00 for the first page per document, plus $1.00 for each subsequent page	$15.00 for the first page per document, plus $1.00 for each subsequent page	**$15.50 for the first page per document, plus $1.00 for each subsequent page**	**N/A**	**$15.50 for the first page per document, plus $1.00 for each subsequent page**	Jan-26	2023	$0.50	3.40%
Copies of By-law's (up to 8x14)	per page	N	$1.00	$1.00	**$1.00**	**N/A**	**$1.00**	Mar-23	N/A	$0.00	0.00%
Photocopy	per page	Y	$0.44	$0.44	**$0.89**	**$0.12**	**$1.00**	Jan-26	2009	$0.45	101.14%
Municipal Freedom of Information (FOI) Request	request	N	$5.00	$5.00	**$5.00**	**N/A**	**$5.00**	Jan-09	2009	$0.00	0.00%
Special Occasion Permit	permit	N	$50.00	$50.00	**$50.00**	**N/A**	**$50.00**	Jan-20	2009	$0.00	0.00%
Municipal Information for Liqour Sales (MIF)	approval	N	$100.00	$100.00	**$100.00**	**N/A**	**$100.00**	Jan-13	2009	$0.00	0.00%
Temporary Liquor Licence Extension	approval	N	N/A	$50.00	**$50.00**	**N/A**	**$50.00**	Jan-25	N/A	$0.00	0.00%
Document Search / Preparation	hourly	N	$60.00	$60.00	**$60.00**	**N/A**	**$60.00**	Mar-23	2009	$0.00	0.00%
Purolator Shipping Rates	service	N	$15.00	$15.00	**$15.00**	**N/A**	**$15.00**	Mar-23	N/A	$0.00	0.00%
Records Retrieval	normal delivery	Y	$48.67	$48.67	**$48.67**	**$6.33**	**$55.00**	Jan-18	2017	$0.00	0.00%
Records Retrieval	rush	Y	$68.14	$68.14	**$68.14**	**$8.86**	**$77.00**	Jan-18	2017	$0.00	0.00%
Marriage Ceremony	service	Y	$353.98	$353.98	**$365.49**	**$47.51**	**$413.00**	Jan-26	2024	$11.51	3.25%
Rehearsal Time	service	Y	$104.43	$104.43	**$107.97**	**$14.04**	**$122.01**	Jan-26	2024	$3.54	3.39%

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Service Provided	Unit of Measure	HST Y/N	2024 Base Fee	2025 Base Fee	2026 Proposed Base Fee	HST $	2026 Fee (tax included)	Effective Date MMM-YY	Last Increase	2026 over 2025 $ Change	2026 over 2025 % Change
Non-Refundable Appointment Revision Fee	service	Y	$53.98	$53.98	**$55.75**	**$7.25**	**$63.00**	Jan-26	2024	$1.77	3.28%
Offsite Marriage Outside Oakville	service	Y	$52.00	$53.98	**$55.75**	**$7.25**	**$63.00**	Jan-26	2025	$1.77	3.28%
Offsite Marriage In Oakville	service	Y	$26.00	$26.99	**$27.88**	**$3.62**	**$31.50**	Jan-26	2025	$0.89	3.30%
Marriage Cancellation Fee	service	Y	$132.75	$132.75	**$137.17**	**$17.83**	**$155.00**	Jan-26	2024	$4.42	3.33%
Closed Meeting Investigation	request	N	$125.00	$125.00	**$125.00**	**N/A**	**$125.00**	Jan-08	2008	$0.00	0.00%
Lottery Licences	each	N	3% of Prize Value or a minimum of $15	3% of Prize Value or a minimum of $15	**3% of Prize Value or a minimum of $15**	**N/A**	**3% of Prize Value or a minimum of $15**	Jan-18	N/A	$0.00	0.00%
Lottery Licence Amendment	each	N	$25.00	$25.00	**$25.00**	**N/A**	**$25.00**	Jan-16	2016	$0.00	0.00%
Eligibility Review	each	N	$50.00	$50.00	**$50.00**	**N/A**	**$50.00**	Mar-23	2016	$0.00	0.00%
Property Standards Appeal Hearing	per event	N	$230.00	$230.00	**$230.00**	**N/A**	**$230.00**	Jan-22	2014	$0.00	0.00%
Appeals Committee Hearing	per event	N	$230.00	$230.00	**$230.00**	**N/A**	**$230.00**	Jan-22	2015	$0.00	0.00%
Appeals Committee Hearing - Tax Appeals	per event	N	$25.00	$25.00	**$25.00**	**N/A**	**$25.00**	Jan-24	2024	$0.00	0.00%
Appeals Committee Hearing - Cancellation Fee	per event	N	N/A	N/A	**$125.00**	**N/A**	**$125.00**	Jan-26	N/A	NEW	NEW
*Nomination fee - Mayor	deposit	N	$200.00	$200.00	**$200.00**	**N/A**	**$200.00**	Jan-22	2022	$0.00	0.00%
*Nomination fee - Councillor	deposit	N	$100.00	$100.00	**$100.00**	**N/A**	**$100.00**	Jan-22	2022	$0.00	0.00%
*Nomination fee - School Board	deposit	N	$100.00	$100.00	**$100.00**	**N/A**	**$100.00**	Jan-22	2022	$0.00	0.00%

**subject to changed based on the Municipal Elections Act, 1996, ONTARIO REGULATION 101/97*